

## Suspense Reason Codes and Descriptions

### Suspense Codes

All suspense reason codes are provided in QH / QOH / QOR queries in PsPortals.  
 Selected suspense reason codes are accessible through the Criminal History Records Maintenance System (CHRMS).

Reason Code	Code Description	Accessible through CHRMS	Why was this Reason Code Assigned	How to Resolve the Record
AD	All Counts are Acquitted or Dropped	No	The court disposition did not match an existing arrest record. All counts for the disposition report have an "acquitted" or "dropped" code.	<ol style="list-style-type: none"> <li>1. Review the CCH record and verify if an arrest fingerprint card was submitted.</li> <li>2. If an arrest fingerprint was submitted, review the criminal history record. If data corrections to the arrest are required, modify the arrest date as outlined in the CHRMS User Guide.</li> <li>3. If a modification to the court disposition is required, send the court a CHRMS notification using the Court Contacts report email link.</li> <li>4. If no arrest fingerprint exists, follow one or more of these steps to obtain one:               <ol style="list-style-type: none"> <li>a. Check with the local law enforcement agency or jail to determine if arrest fingerprints were taken for the offense. If fingerprints were taken, forward them to the BCA.</li> <li>b. If the person is involved in the criminal justice process, take arrest fingerprints for the disposition(s) in suspense in accordance with Minnesota Statutes §299C.10.</li> </ol> </li> </ol>
DD	Duplicate Document	No	When attempting to attach a document to a criminal history record, the system recognized that a court disposition with the same disposition date had already been submitted. Many times this is a probation violation that occurred later but was submitted with the original disposition date. The document must be verified as a true duplicate before the suspended court disposition can be deleted.	<ol style="list-style-type: none"> <li>1. Review the record to determine if a duplicate record exists.</li> <li>2. If a duplicate record exists, request the duplicate record be deleted using the CHRMS Request BCA Arrest Changes link as outlined in the CHRMS User Guide.</li> </ol>

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CP	Custodial Print Only	Yes	The court disposition matches to a custodial fingerprint only. An arrest fingerprint card with the Controlling Agency ORI and case number is required to link to a court disposition. Custodial fingerprint cards cannot be used to resolve suspense records because the Controlling Agency is a Custodial Agency.	<ol style="list-style-type: none"> <li>1. Review the CCH record and verify if an arrest fingerprint card was submitted.</li> <li>2. If an arrest fingerprint card was submitted, review the criminal history record and correct non-matching data on the arrest or court disposition.</li> <li>3. If no arrest fingerprint exists, follow one or more of these steps to obtain one:               <ol style="list-style-type: none"> <li>a. Check with the local law enforcement agency or jail to determine if arrest fingerprints were taken for the offense. If fingerprints were taken, forward them to the BCA.</li> <li>b. If the person is still on probation, parole or in prison for the same offense as is in suspense, contact the probation agent or correctional facility to obtain fingerprints.</li> <li>c. If the person is no longer on probation, parole or in prison, request the prosecutor to make a motion in court to compel the taking of the person's fingerprints. See Minnesota State Statute 299C.10.</li> <li>d. If the person is involved in the criminal justice process, take arrest fingerprints for the disposition(s) in suspense in accordance with Minnesota Statutes §299C.10.</li> </ol> </li> </ol>
FJ	Fugitive from Justice	No	All counts for the disposition report have "fugitive from justice" statute or "extradited" disposition code.	
HD	Historical Data	No	The disposition report data is considered "historical" because the disposition date is before January 1, 1990.	
MI	Mentally Insane or Incompetent	No	All counts for the disposition report have mentally insane or incompetent disposition codes.	
NM	No Match	Yes	A court disposition could not be matched to a corresponding arrest record either because of a missing fingerprint card or a discrepancy between either the court disposition or the arrest record and linking identifiers, such as Name, Date of Birth, Controlling Agency ORI (CAG) or Matching Originating Case Number (OCA).	
TR	All Counts are Traffic Offenses	No	All counts for the disposition report have misdemeanor traffic offenses.	
US	Unsupported Document	No	The record has been identified and categorized as "Unsupported by Fingerprints" in the Criminal History Records Maintenance System (CHRMS) by the controlling agency.	

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DS	All Counts are Dismissed	No	All counts for the disposition report have "dismissed" or "dismissed – civil action" disposition code.	<ol style="list-style-type: none"> <li>1. Review the CCH record and verify if an arrest fingerprint card was submitted.</li> <li>2. If an arrest fingerprint card was submitted, review the criminal history record and correct non-matching data on the arrest or court disposition.</li> <li>3. If no arrest fingerprint exists, follow one or more of these steps to obtain one:               <ol style="list-style-type: none"> <li>a. Check with the local law enforcement agency or jail to determine if arrest fingerprints were taken for the offense. If fingerprints were taken, forward them to the BCA.</li> <li>b. If the person is involved in the criminal justice process, take arrest fingerprints for the disposition(s) in suspense in accordance with Minnesota Statutes §299C.10.</li> </ol> </li> </ol>
FE	Failed Edit	Yes	Required data are missing, incomplete or inaccurate; typically this is a missing case number or date of birth.	<ol style="list-style-type: none"> <li>1. Review the CCH record and verify if an arrest fingerprint card was submitted.</li> <li>2. If an arrest fingerprint was submitted, verify required data is accurate and complete.               <ol style="list-style-type: none"> <li>a. Verify a correct and properly formatted case number was entered on the disposition record.</li> <li>b. Verify a correct and properly formatted date of birth was entered on the disposition record.</li> </ol> </li> </ol>

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				<ul style="list-style-type: none"> <li>c. Request the court correct any missing, incomplete or inaccurate data outlined in the CHRMS User Guide.</li> </ul>
PM	Possible Match	Yes	A court disposition is matched to a complaint or court file number, or two or more criminal history records matching either name, alias, OCA or CAG exists.	<ol style="list-style-type: none"> <li>1. Review the CCH record and verify if an arrest fingerprint card was submitted.</li> <li>2. If card was submitted, review the criminal history record to correct non-matching data on the arrest information or court disposition.</li> <li>3. If the court disposition matches two or more criminal history records, determine which criminal history record is the appropriate recipient of the suspended court disposition.</li> <li>4. If no arrest fingerprint exists, follow one or more of these steps to obtain one:               <ol style="list-style-type: none"> <li>a. Check with the local law enforcement agency or jail to determine if arrest fingerprints were taken for the offense. If fingerprints were taken, forward them to the BCA.</li> <li>b. If the person is still on probation, parole or in prison for the same offense as is in suspense, contact the probation agent or correctional facility to obtain fingerprints.</li> <li>c. If the person is no longer on probation, parole or in prison, request the prosecutor make a motion in court to compel the taking of the person's</li> </ol> </li> </ol>

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				fingerprints. See Minnesota State Statute 299C.10. d. If the person is involved in the criminal justice process, take arrest fingerprints for the disposition(s) in suspense in accordance with Minnesota Statutes §299C.10.
NP	No Fingerprint Card on File	No	No arrest fingerprint card was received with matching identifiers to this court action.	1. Review the CCH record and verify if an arrest fingerprint card was submitted. 2. If no arrest fingerprint exists, follow one or more of these steps to obtain one: <ol style="list-style-type: none"> <li>a. Check with the local law enforcement agency or jail to determine if arrest fingerprints were taken for the offense. If fingerprints were taken, forward them to the BCA.</li> <li>b. If the person is still on probation, parole or in prison for the same offense as is in suspense, contact the probation agent or correctional facility to obtain fingerprints.</li> <li>c. If the person is no longer on probation, parole or in prison, request the prosecutor to make a motion in court to compel the taking of the person's fingerprints. See Minnesota State Statute 299C.10.</li> <li>d. If the person is involved in the criminal justice process, take arrest fingerprints</li> </ol>

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				for the disposition(s) in suspense in accordance with Minnesota Statutes §299C.10
CC	Cannot Compute or Court Correction	No	Historical, no longer used.	N/A
NR	New Record	No	A new record was received from court and is pending CCH processing.	
TF	Targeted Misdemeanor Failed Edit	No	As of September 2013 these will be reported as Failed Edit (FE). The historic code may display on older reports.	
TN	Targeted Misdemeanor No Match	No	As of September 2013 these will be reported as No Match (NM). The historic code may display on older reports.	
TP	Targeted Misdemeanor Possible Match	No	As of September 2013 these will be reported as Possible Match (PM). The historic code may display on older reports.	
EJ	Juvenile / Adult Record Mismatch	No	This record includes an adult court disposition that matches to a juvenile arrest record or a juvenile court disposition that matches to an adult arrest record.	This record must be resolved by BCA staff.
FC	Failed Consolidation	No	During a merge of records, additional duplicates or failed edits occur. These documents must be reviewed, corrected and, in some cases, reattached.	